

"To unite the greater community by embracing cultures, families and individuals through assistance and support"

WENATCHEE VALLEY COMMUNITY DEVELOPMENT ASSOCIATION

BOARD MEETING AGENDA

June 22, 2011 12:00-1:00pm

Wenatchee Community Center Social Hall 504 South Chelan Avenue

CALL TO ORDER

ROLL CALL

Jerry Paine, Christie LaMountain, Carolyn Case, Criselia Grupp, Jessica Johnson, Julie Kagele, Mary Jane Gurnard, Ruth Esparza, Amy Hefner

REGULAR AGENDA

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| 1. | Minutes from May 25, 2011 meeting | Action |
| 2. | Treasurer's Report | Action |
| 3. | Rental Assistance Requests | Action |
| 4. | Facility Promotion Follow up | Discuss |
| 5. | Subsidized Rental Program and Form Follow Up | Discuss/Action |
| 6. | Gambling Follow Up | Discuss |
| 7. | Other | Discuss |

NEXT MEETING: Wednesday July 27, 2011

Agenda Item 1



MEMO

To: Wenatchee Valley Community Development Association Board
From: Dave Erickson, Parks and Recreation Director
Re: Minutes from May 25, 2011 Meeting
Date: June 8, 2011

Action Requested:

Move to approve the Minutes of the May 25, 2011 Meeting of the Community Center Board.

Background:

None.

Agenda Item 2



MEMO

To: Wenatchee Valley Community Development Association Board
From: Dave Erickson, Parks and Recreation Director
Re: Treasurer's Report
Date: June 8, 2011

Action Requested:

Move to approve the Treasurer's Report.

Background:

The Treasurer will provide a report on the Financial Status of the Board at the meeting.

Agenda Item 3



MEMO

To: Wenatchee Valley Community Development Association Board
From: Dave Erickson, Parks and Recreation Director
Re: Rental Assistance Requests
Date: June 8, 2011

Action Requested:

Review any rental requests received and take appropriate action.

Background:

Any rental assistance requests received by the Center will be presented by Community Center Supervisor David Gerlach at the meeting for Board consideration.

Agenda Item 4



MEMO

To: Wenatchee Valley Community Development Association Board
From: Dave Erickson, Parks and Recreation Director
Re: Center Promotion Follow up
Date: June 8, 2011

Action Requested:

Discuss

Background:

This is a follow up item from the May meeting. Several discussion items were raised including preparation and submittal of press releases to local media outlets and direct mailings.

Agenda Item 5



MEMO

To: Wenatchee Valley Community Development Association Board
From: Dave Erickson, Parks and Recreation Director
Re: Subsidized rental form and program
Date: June 8, 2011

Action Requested:

Discuss and if satisfied with the content, recommend approval and implementation.

Background:

This is a follow up item from the April meeting. The Parks and Recreation Director has reviewed and completed updates to the current subsidized rental request program from his understanding of Board desires expressed at the May meeting. The following page contains the update.



Event No:

WENATCHEE COMMUNITY CENTER SUBSIDIZED RENT APPLICATION

PURPOSE:

The purpose of the Subsidized Rent Program is to provide opportunity for groups that unite the community by embracing cultures, families and individuals through collaboration, assistance and support to utilize the Wenatchee Community Center on a one time basis at a reduced rate.

GENERAL PROGRAM POLICIES:

Application must be on behalf of a group and the group's activities must meet the goals and policies of the Wenatchee Community Center.

Wenatchee Community Development Association Board Members and their affiliates are not eligible to receive funding.

Each applicant organization may be awarded assistance from the Subsidized Rent Program at the discretion of the Wenatchee Community Development Association Board **"one time"** provided there are sufficient funds available to accommodate the request.

Subsidized use requests **may be for up to 50%** of the total rental fee. Security, insurance or other costs are not eligible.

APPLICATION PROCESS:

The applicant completes the information contained below and submits the form to the Wenatchee Community Development Association Board at PO Box 962, Wenatchee, Washington 98801 **a minimum of 60 days prior to the event date.**

If/when the request for subsidized use has been approved by the Wenatchee Community Development Association Board, the rental is scheduled and the applicant is notified. Payment of the balance of the fees for the rental must be paid a **minimum of seven (7) days prior to the scheduled event date.**

APPLICANT INFORMATION:

Person Responsible: _____ Today's Date: _____
Organization: _____
Mailing Address: _____ City: _____ Zip: _____
Day Phone: _____ Evening Phone: _____
E-mail: _____

Name of Use/Event: _____
Event Date (s): _____ Time from: _____ Time to: _____
Facility requested: ☐ Social Hall ☐ Veteran's Hall ☐ Learning Center Basement
Rental Fee required: _____ Amount of request: _____

Briefly explain the purpose of your event, number of persons served, and the specific community group or service it addresses: _____

I certify that the information provided is accurate and correct to the best of my knowledge. I have read and understand the information provided above as to the requirements of this application:

Applicant Signature: _____ Date: _____

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OFFICE USE ONLY

Agenda Item 6



MEMO

To: Wenatchee Valley Community Development Association Board
From: Dave Erickson, Parks and Recreation Director
Re: Gambling Law Follow Up
Date: June 8, 2011

Action Requested:

Discuss.

Background:

This is a follow up item from the May meeting. Board member gurnard was going to research gambling laws at it would pertain to the community center board and fundraising activities and share the information with the Board.

Agenda Item 7



MEMO

To: Wenatchee Valley Community Development Association Board
From: Dave Erickson, Parks and Recreation Director
Re: Other
Date: June 8, 2011

Action Requested:

None.

Background:

This item is reserved for new items the Board wishes to discuss.